

# 2003 Planning & Development Department

In Fiscal Year 2003, the Office of Planning and Development prepared the Community Development Block Grant (CDBG) application and the City received a grant in the amount of \$543,000. The Leominster CDBG program supports projects in the following categories: code enforcement, economic development, housing, public facilities, and public services. The main goal of the program is to improve the quality of life for all the citizens in Leominster by providing for physical, economic, and public service projects that primarily revitalize the core area of the City. The following projects were undertaken during this fiscal year of the program:



## Code Enforcement

The CDBG program funded the position of a Code Enforcement Officer to perform housing code inspections in the core area. In Year 28, the Inspector conducted inspections for 963 households. The proposed accomplishment for this activity was 1000 inspections. This individual also conducted 9 lead determinations, which resulted in 9 housing units being deleaded. The proposed accomplishment was 25 lead determinations. A total of 818 State Sanitary Code violations were corrected as a result of these inspections. The proposed accomplishment for this was 1,500 corrected violations.

## Economic Development

The City of Leominster provided funding for an Economic Development Coordinator position. This person worked with the Industrial Development Commission to market the City to new companies looking to relocate or start their businesses, and with local existing companies for retention and expansion purposes. Through technical assistance and marketing the City was successful in retaining and creating low/mod jobs for residents of Leominster.



In Year 28, the Coordinator provided technical assistance to thirty-six (36) businesses to retain and create jobs for residents in the City of Leominster. Several of these businesses underwent capital expansions, which generated over 3,050,000 of private investment. Through these projects, the City of Leominster has assisted with the retention of 925 jobs and the creation of 31 jobs with 27 being low/mod income range. The 31 jobs generated over \$974,000 in salaries while the 27 low/mod income jobs generated over \$702,000 in salaries.

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The Coordinator is project manager for an industrial park project, charged with extending municipal services to two industrial parks contiguous with the City's core neighborhood where over 51% of the residents are low/mod income according to the 2000 U. S. Census. Once this infrastructure is in place, more than 130 acres of industrial land will be available for development, giving low/mod area residents opportunities and easy access to jobs.

### Housing

The Leominster CDBG Housing Rehabilitation Program received \$240,000 in Year 28. This appropriation covered salary and expenses for a Housing Rehabilitation Specialist as well as expenses relating to the rehabilitation of various housing units. In addition, approximately \$65,000 in private funds and \$150,000 in HOME funds were used for the projects. The CDBG funds supported projects that involved a wide range of household sizes while the HOME funds were utilized for smaller sized households.

As it does every year, the Housing Rehabilitation Program serves extremely low and low-moderate-income individuals living in rental or owner-occupied housing units in the City. In Year 28, thirty-one (31) projects were the subject of rehabilitation activities and represented forty-four (44) units.

The majority of the housing rehabilitation projects in Year 28 benefited households in rental units in Leominster. The work performed in these units involved the repair or replacement of bathrooms, ceilings, doors, heating systems, sprinkler systems, and windows.

Of the owner-occupied units that received housing rehabilitation in Year 28, half contained extremely low-income households, one contained a moderate-income household, and the remainder were filled with low-income households. The most popular type of work performed in owner-occupied units during Year 28 was the replacement of the heating systems, furnace cleaning and the repair or replacement of a bathroom, a kitchen, plumbing, a septic system, a sewer line, and a water line.

### Public Facilities & Improvements

In Year 28, the Leominster CDBG program funded the Leominster DPW-Pearl Street Sidewalks & Streetscape Improvement Project. This served as an area benefit as all work was performed in the City's Core Area.

Public Services (Services provided to youths, senior citizens, high risk juveniles, homeless persons, persons at risk of being homeless, and disabled persons) Continued

Year 28 (July 1, 2002 to June 30, 2003)

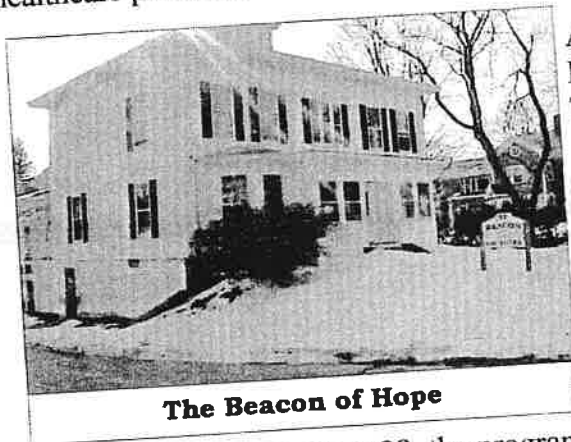
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**Battered Women's Resources:** This agency provided safe shelter to battered women and their children. While in shelter, the women receive counseling, case management, life skills training, & advocacy.

**Accomplishments:** During Year 28, eighty (80) people were proposed to be served and one hundred-eighty six (186) people actually received emergency services. The services needed most by these clients fell into the following categories: case management, children's educational (early intervention, head start, SPED), children's mental health (counseling, psychiatrist, evaluation), children's recreational activities, educational (GED, ESL, College), housing activities (workshop, contacts with housing providers), legal aid, mental health (counseling, psychiatrist, evaluation), substance abuse (detox, urine screening, counseling, AA, Al Anon), and women & children's medical services (ER, MD, or DDS).

**Beacon of Hope:** This organization provided respite care for mentally challenged adults. **Accomplishments:** During Year 28, thirty (30) persons were proposed to be served by this program and thirty-two (32) persons received respite care.

**Community Healthlink:** This project provides mental health treatment to individuals without a healthcare provider.



**The Beacon of Hope**

**Accomplishments:** In Year 28, Community Healthlink served Thirty-eight (38) individuals. The proposed figure to be served was nine (9).

**Ginny's Helping Hand:** This program is designed to assist families / individuals with food vouchers which can be used at local grocery stores to purchase perishable food items. Non-perishable items are provided in 3 day supplies at Ginny's Food Pantry.

**Accomplishments:** In Year 28, the program assisted two-hundred ninety-nine (299) individuals. The proposed figure was one hundred fifty (150).

### **Leominster Mayor's Office - Energy Assistance Program**

The purpose and mission of the Energy Assistance Program is to allow the City of Leominster Mayor's Office the opportunity to help low to moderate income families with oil / fuel during the winter months.

**Accomplishments:** Two (2) families participated in the Mayor's Energy Assistance Program.

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**Leominster Recreation Department - Financial Assistance for Summer Youth Recreational Program:** This program was designed to provide funding for up to nine (9) low to moderate-income eligible youth between the ages of 6-12 to participate in future recreational programs where fees are applied.

Accomplishments: In Year 28, twelve (12) children received financial assistance from the program. This figure exceeded the proposed number of nine (9).

**Leominster Mayor's Office on Neighborhoods Report Drug Traffickers Coupon:** Through this program, a "Report Drug Traffickers in Your Neighborhood" coupon was placed in the local newspaper on five different occasions and coupon flyers were distributed through the Leominster Health Department, the East Side Neighborhood Association, the Riverside Village Apartments, Litchfield Terrace Apartments, Ginny's Thrift Shop & Food Pantry, and the Spanish American Center. This allowed people to report drug trafficking in their neighborhoods and remain anonymous.

Accomplishments: In Year 28, two (2) coupons were returned to the Mayor's Office reporting various suspected criminal activities.

**Leominster Mayor's Office-(Boys & Girls Club of America):** Program funding will be used for Rent and Utilities for the Leominster Boys & Girls Club. Additional funds will be used for programs taking place at the club.

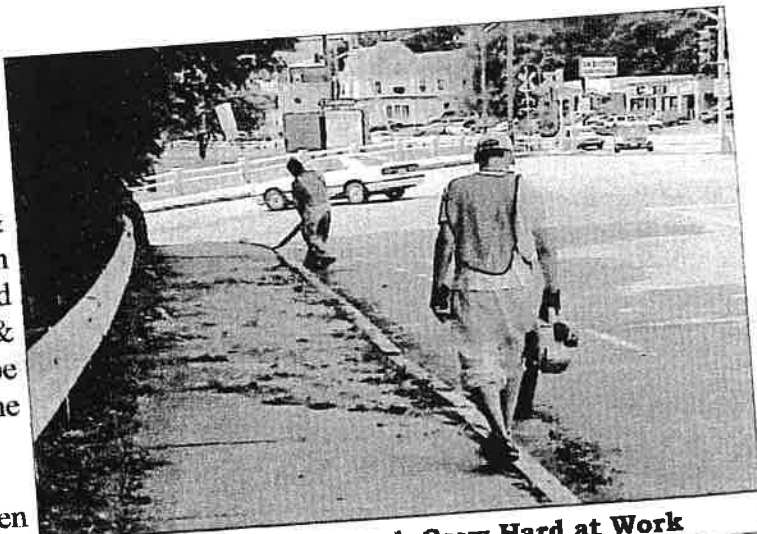
Accomplishments: In Year 28, nineteen hundred-eighty six (1,986) youth participated in various activities at the B&G Club. This figure greatly exceeded the proposed number of twelve-hundred (1,200).

**Leominster Mayor's Office-Summer Youth Program:** This program utilized a youth work crew for clean-up activities.

Accomplishments: In Year 28, Billy DiGregorio, Program Supervisor, and the crew, which included Timothy Dillillo, Samuel Sanchez, Eliseo Fuentes, Lauren Downey, Lisa Dellechiaie, and Lenard Chesson (six (6) low and moderate income youth), were hired to perform the following general clean-up duties in and around the core area:

City Hall clean-up and mulch around perimeter

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**Summer Youth Work Crew Hard at Work**



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Rockwell Pond-guardrail and bridge clean-up  
 Intersection clean-up-Main Street and Hamilton Street  
 Weeded and cleaned islands at Kendall Hall Fire Station  
 Cleaned-up trash and debris from Main Street and Hawes Street intersection  
 Trimmed back overgrown brush around / weeds and removed trash from corner of Main & Day  
 Trash removal-Viscoloid, Johnson and Carter Streets  
 Trimmed overgrown brush around guardrail on Main and Hawes Street  
 Overall clean-up of K-Mart / Victory Plaza and the Merriam Avenue Island  
 Picked-up trash and cleaned around island in front of E.J. Marone's Restaurant  
 Island clean-up on Mechanic Street in front of I-C Federal Credit Union  
 Removed graffiti from Doyle Field, signs, benches and surrounding buildings  
 Removed overgrown brush on Sixth Street and opened sidewalk on French Street  
 Removed trash, overgrown brush, weeds and spread new bark mulch around Police Station.  
 Removed trash and weeds from City lot adjacent to Ginny's Thrift Shop on Mechanic Street  
 Cleaned-up trash and trimmed shrubs around Monument Square  
 Extensive clean-up along both sides of Lancaster Street from Maddies Restaurant to the Knights of Columbus  
 Trash pick-up along Rice Hill to Gove Farm

**Mechanic Street Satellite Police Station:** This office serves as the community policing office for the City's neighborhood groups as well as a home for the trial court's clerks when they meet after hours. The Leominster Police Department and the Mayor's office will utilize this office to meet with "Core Area" neighbors. In addition, this office provides a consistent police presence in the area. In this program, rent is paid so that this satellite police station can remain open to serve the "Core Area".

**Accomplishments:** In Year 28, nineteen hundred-seventy three (1,973) Leominster residents utilized the Mechanic Street Satellite Police Office. Funds were used for rent & utilities.



**Multi Service Center - For Your Health:** The services rendered in the For Your Health program provided health screening and education services include recruitment of clients, individual risk assessment, blood pressure measurement, diabetes screening, nutrition education, vision & cataract screening, cholesterol screening, and breast cancer screening.

**Accomplishments:** While forty-one (41) people were proposed to be served, four hundred-one (401) Leominster residents were actually served in Year 28: Donna Richmond, and Pat LaGrassa the Multi Service Center's Health Educators, performed the following activities as a

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part of this program:

In September, Donna Richmond ran a safety basis for kids evening for the Project Apples and Head Start families at the Priest Street School. Approximately forty (40) children attended the event. Two Officers from the Leominster Police Department spoke about safety issues and provided discussion time for questions. In addition, the police officers performed fingerprinting and photos for the children for future identification purposes. Many adults participated as well.

In October, Donna Richmond conducted a Nutrition for Kids evening at the Priest Street School for the Project Apples program. Marianne Pappas, a nurse a Health Alliance did a nutrition talk

to a group of ten (10) parents while children took part in other activities.

Also, in October Donna went to the Spanish American Center and performed seventeen (17) blood sugar screenings while a nutritionist talked about diabetes and diet.

In November, Donna helped run an activity evening at the Priest Street School with the Project Apples program. In addition, Donna helped children make cheesy spiders from the recipe book she developed. Twenty-five (25) children attended this event with their parents. These families were from the Project Apples and Head Start Programs. Donna also brought seventy-five (75) books to the Riverside Village Apartments so the children living in the apartments could enjoy reading while they attended events at their community center.

In January, Pat LaGrassa took over for Donna Richmond and she conducted blood pressure screenings at Ginny's Thrift Shop in Leominster. People who attended received a screening and information on good nutrition and tips on how to lower blood pressure.

In February, an Informational Family Fair was held at Searstown Mall. Topics such as skin cancer, the spread of germs and handwashing, personal safety issues for children and adults, tobacco abuse, and nutrition were addressed. Information on the importance of wearing sunscreen, free sunscreen samples, free samples of healthy snacks, work sheets for children were provided. One-hundred (100) children and adults participated.

During the month of March, cholesterol and glucose screenings were performed. Twelve (12) low income elderly residents received detailed information on lowering their cholesterol and blood pressure. Diet and recipe information was also provided.

During a Health Fair held at Leominster High School in April over one-hundred (100) "Teen News" newsletters were handed out. Topics included: sabotaging your feet, knees, and back with stiletto heels, the facts about teenagers using tanning beds, dating and violence, and the truth about marijuana.

In May, an after school nutrition program was started at the Allencrest Housing Complex. Healthy snacks were provided for fifteen (15) children attending the Learning Center Academic Support Group. A workbook on healthy eating was also distributed.

Throughout the entire CDBG Year July 1, 2002 through June 30, 2003 monthly blood pressure screenings were performed at the Sunset, George Street, LaPierre, Notre Dame, and Waterway Housing Facilities. In addition, quarterly, cholesterol and glucose screenings are also offered.

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**Spanish American Center:** The Information and Referral Outreach Worker provided services involving translations (written/verbal), advocacy, referrals, education, employment, food pantry, health information, home visits, legal information, outreach, social security information, and voter registration information to many persons in Year 28.

**Accomplishments:** The Outreach Worker served six hundred-eighty three (683) households in Year 28. This program proposed to serve two-hundred (200) households in Year 28.

**Spanish American Center:** This agency administered the program Ninos para Ninos (Kids for Kids) which is a multicultural after school program that teaches children ages 6 to 12 about community involvement and service.

**Accomplishments:** In Year 28, while only ten (10) youth were proposed to participate in this program, fourteen (14) youth participated in this program. The programs Youth Coordinator, organized the following activities during the year:

During the month of March, the youth of Ninos Para Ninos participated in the creation of the SAC Youth Health Fair. The youth created and distributed flyers announcing the event. The youth met with and arranged to have Doctor Jonathon Robins, CEO, Leominster Health Alliance and Doctor Bruce Man, Leominster Pediatrics volunteer time and services to screen children at the fair.

In February, the children of the program were recognized at the Monument Grill by FACTS and Health Alliance for their contribution in creating the first video on osteoporosis made by children for Health Alliance. In addition, the children also had a Valentine's Day event with the Beacon of Hope which included a pasta supper, games and other activities.

During the month of January, the children of the program completed Valentine cards that were distributed to the elders at the Fourth Street Apartment Complex. In addition, a number of community events took place at SAC where program participants invited one school friend for movies and popcorn day. A total of 23 community youth participated in this event where prevention videos were viewed. Some of the videos focused on teen pregnancy prevention, HIV/AIDS prevention and education, teen suicide, and gang and drug prevention. Also in January, a Youth Planning Committee was created by the children of the program to make plans for a Spring Clean-Up and community involvement.

In December, 13 children helped with gift wrapping Christmas toys for disadvantaged children. High school students assisted with calling families to inform them that gifts were available at the SAC if they would like them. In addition, two children helped in preparing food baskets for disadvantaged residents of the City. 13 children made candy bags to distribute to community children for Christmas. Also in December, the SAC hosted a Parent Day meeting designed to inform parents on the activities that their children were involved in. A total of 6 parents and 12 children were present at the event. Lastly, the SAC hosted its annual Christmas Party. At this event, two sisters were united for the first time and a child suffering from an inoperable brain tumor was able to celebrate with family and friends. A total of 8 parents, 12 program children, 9 community youth and 4 staff attended the event.

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In November, 14 children made Thanksgiving cards for the elders living in the Fourth Street Apartment Complex. In addition, children collaborated with the Northwest Child Development Center in picking the name of one elder to provide a Christmas present. Each child brought in .50 cents to help purchase a gift. 14 Children participated in this event and the SAC collected \$7.00, plus \$5.00 given as a donation by a parent. This money bought socks and a pair of mittens and was given by NWDC to any elder in need of these items. Continuing on their outreach efforts, four SAC high school students assisted 10 community children in preparing their Christmas list for Santa. These same high school students later helped Santa send out notes to the children indicating that he in fact received their letters. Also, in December, eight Youth Leaders for LUK Crisis Center came to speak to the children of the SAC about anger management and teen violence. 13 children in Ninos Para Ninos program attended the event. Lastly, in December, the children of Ninos Para Ninos had an activity called "Ice Cream Day". Each youth invited another child from the community to take part in the event, and at the same time learn about the dangers of drugs and gang violence.

In October, 14 children participated in the "No Place For Hate" march in Leominster. In addition, 11 children took part in a neighborhood clean-up around the Spanish American Center area. Accompanying these events, James Desroiers, author of "Goal Setting For Teens", presented a workshop to the SAC children on how to set realistic goals, whether they be academic, career, or personal. A total of 14 youth participated in the event. This event last the whole month of October. Lastly, six children along with the program advisor, visited the Beacon of Hope for a spaghetti supper.

**Spanish American Center:** Through the Summer Fun "Verano Alegre" program, which is a multi-cultural youth program that served youth between the ages of 6 and 14 for 5-6 weeks during the summer, low-income multi-cultural youth from Leominster are targeted, as these children are unable to participate in other summer programs that are more costly.

**Accomplishments:** During Year 28, eighty-seven (87) youth participated in the Summer Fun program.

**Veterans Hero & Armistice Homesteads:** These facilities provide a permanent housing environment servicing fifteen (15) homeless veterans in each home. In addition, these projects provide housing, food, emotional and clinical support to veterans who do not live in the homesteads permanently.

**Accomplishments:** In Year 28, seventy-seven (77) individuals received services provided by the Veterans Hero & Armistice Homesteads.



# Planning & Development Department

## Development Plans Submitted July 2002—June 2003

In Fiscal Year 2003, the City of Leominster's Office of Planning and Development received a number of development plans. The aforementioned plans are listed below by which category they were submitted.

### Approval Not Required Plans (ANR)

DATE	APPLICANT	ADDRESS	PURPOSE	ENDORSED
8/1/02	Gregg Liscotti	Merriam Ave	lot line adjust	8/6/02
8/1/02	Carter Holding	Malburn St.	Lot line adjust	8/6/02
8/1/02	John Ferrera	Hardy Drive	lot line adjust	8/6/02
8/1/02	Ron White	Lake Shore Dr	lot line adjust	8/6/02
8/1/02	Marie Lynch	Grove Avenue	lot line adjust	8/6/02
9/1/02	Fran Bartolomeo	Central	divide a lot	9/3/02
9/1/02	Bovenzi, Inc	Willard St.	eliminate a lot	9/3/02
9/1/02	Gary Enright	Lowe St.	combine 4 lots	9/3/02
10/1/02	June Swet	Sunrise Ave.	create building lot	10/3/02
11/7/02	Bovenzi, Inc	West/Merriam/Lindell	create 2 lots	11/7/02
11/7/02	Orangewood	Industrial Road	easement	11/7/02
11/7/02	Ed LeBlanc	Nutting Drive	2 lots	11/7/02
11/7/02	Anthony Mazzaferro	Mountainview Rd	lot line adjust	11/19/02
11/19/02	Ron Sheldon	Elm Street	combine lots	11/19/02
11/19/02	Liberty Rental Corp.	Merriam Ave	parking lot	1/21/03
1/21/03	J. Rappa	Betanray Court	1 lot	1/21/03
1/21/03	Canterberry Realty	Willard St.	3 lots north of Willard	1/21/03
3/4/03	Lee Allen	off Cottage Street	divide lot	Withdrawn
3/4/03	J. Crowley	Page/Off Prospect	lot line adjust	3/4/03
3/4/03	Paul Charpentier	Eleventh Street	divide lot	3/18/03
3/18/03	Lee Allen	Off Cottage St.	divide lot	3/18/03
3/18/03	Bovenzi, Inc.	Leominster Blvd	Special Permit	3/18/03
4/1/03	McCarty	Jungle Road	Dorsett LLC	4/1/03
4/15/03	Harrison Taylor	Pioneer Dr. Ext.	2 lots	5/15/03
5/20/03	Caron	Bernice/Carpenter	divide lot	5/20/03
6/3/03	JW Realty	Cleveland Street	build 2 s family homes	6/3/03

### Definitive Sub-Division Plans

DATE	APPLICANT	ADDRESS	PURPOSE	ENDORSED
12/3/02	Ed LeBlanc	Prospect Heights	one lot	1/21/03
3/18/03	McCarty	Steeple View	Condos /Lancaster	5/6/03

### Preliminary Sub-Division Plans

7/1/02	Charles Neely	Pleasant Terrace	Barrett Park 10 lots	10/3/02
11/1/02	Greg Angelini	Prospect St.	Westview Estates	9/16/2003
11/7/02	Heritage Homes	Hill St.	50 lot Sub-Div	Denied
3/4/03	B-J Realty Trust	Off Dale Ave	32 lot Sub-Div	6/3/-03

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## Site Plan Cases

7/1/02	BankNorth
1/21/03	Mullaney Corp
2/4/03	Sudbury PB&J
3/18/03	McCarty
3/18/03	McCarty
4/1/03	Tanco
4/15/03	Mark Horgan
4/15/03	New England Dev
4/15/03	New England Dev
4/15/03	Mark Horgan
4/15/03	Mark Horgan
5/6/03	Kevin Donahue
5/20/03	Normandin
6/3/03	Bonnie Brae Apt.

Monument Sq.
Erdman Way
66 Hamilton St
Jungle Road
Steeple View
Jungle Road
71 Pleasant St.
Lancaster St
Lancaster St
71 Pleasant St
71 Pleasant St
137 Lancaster
140 Adams St.
Johnson St

parking reduction	8/6/02
construct clinic	2/4/03
2 family to 3 family	4/3/03
building expansion	4/1/03
Condos/Lancaster	5/6/03
Acro-Matic new build	4/15/03
apt/offices	5/6/03
North	10/2/03
South	10/2/03
conversion	5/6/03
apt/offices	5/6/03
Sports Bar & Rest	6/3/03
Conversion	6/17/03
new constr & add	Tabled

## Special Permit Plans

8/1/02	Denise Henri
10/1/02	National Tower
11/7/02	Dean VivoAmore
12/3/02	Bovenzi. Inc.
4/15/03	JW Realty Trust
4/15/03	New England Dev.
5/20/03	Susan Doiron
5/20/03	Jeffrey Caron
5/20/03	AU Realty

Spring St.
Palmer Road
Adler/Danielle
Grant St.
Cleveland St.
Lancaster St.
Sampson Ave
Bernice/Carpenter
Amico Ave

Construct single family	10/3/02
Communications Tower	10/3/02
construct single family	12/17/02
Create building lot	1/21/03
s.f. house	6/3/03
South Dev	10/2/03
construct single family	7/15/03
construct single family	6/17/03
construct single family	9/16/03

## Planning & Development Department

### **New Face In The Leominster Planning & Community Development Department**

The City of Leominster welcomed Janet Scherer-Goss to the Office of Planning and Community Development in March 2003. Janet joins the Planning and Community Development staff after serving as the Women's Health Network, Health Educator for the Montachusett Opportunity Council (MOC). Prior to her service with MOC, Janet worked as a Financial Analyst for the Raytheon Corporation for sixteen (16) years. Janet's duties with the City of Leominster will be to manage and maintain the daily finances and reports for the Community Development Block Grant (CDBG) IDIS accounting system.